

PREZI – Online Presentation Software Application

GET STARTED:

1. Go to www.prezi.com
2. Click button for **Sign Up Now**
3. Choose which version you would like and follow the steps to subscribe:
 - a. **Free** - unless you opt to pay a monthly subscription, every Prezi you create is public content.
 - b. **Student/Teacher Licenses** – must be an active student or teacher. You can make your presentations private with this option. You will need to verify your standing by providing an email address affiliated with an educational institution.
4. Click button for **New Prezi**.
5. Enter the **Title** and **Description** for your Prezi. These are not displayed on the presentation, but on the website where people find your Prezi.
6. Click **New Prezi**.
7. Double-click on **Click anywhere & add an idea** to edit that text and get started. You can also click anywhere in the white space to add images, text, videos, etc.

Tip:

Don't fly around your page too quickly or you may give your viewers motion sickness!

TOOL WHEEL



Tip:

In the upper toolbar, click **Meeting > Invite to Edit** for collaborative projects. Permissions last 1 week and 10 people can work on one presentation at the same time.

Write – use the inner circle to add or move the text on the page; middle circle is used to change the size of the text; outer circle is to rotate the direction of the text.

Insert – use “load file” to add an image from your computer; “You Tube” is for adding a video; “shapes” can be used to highlight text, add an arrow or add freestyle drawings.

Frame – is used to group together content for a single image to display.

Path – Create the path for the presentation to follow when in show mode.

Colors – Select a template for your presentation or customize the colors and fonts using “theme wizard”. You can also add a logo using the theme wizard as well.

Show – Enter the presentation mode.